

HEIDRICK & STRUGGLES

Role and Person Profile

Research Associate



Heidrick & Struggles is committed to a policy of equal opportunity for all employees and applicants including members of minority groups and women, and will endeavor to make reasonable accommodation to the limitations of physically and mentally disabled employees and applicants, and to fully utilize the skills of Vietnam-era veterans. The company expects all employees to support this policy and to comply with all applicable laws prohibiting discrimination in employment.

The Position

The Research Associate role is responsible for providing support to Associates and Consultants with information essential to the completion of the research phase of the leadership search or consulting effort. Research Associates proactively work with teams to offer insights, interpretations, and direction based upon knowledge gained through their evolving experience.

Qualifications/Requirements

- The successful candidate will have two plus years of experience in a research associate, analyst, or market research position in an applicable industry.
- Undergraduate degree required. Relevant graduate degree or MBA preferred.
- Experience identifying market trends and researching information effectively through various channels.
- Highly developed conceptual skills; able to synthesize information quickly; understands various industries and functions; and able to present material in an organized and clear manner.
- Highly organized, detail-oriented, and able to effectively prioritize projects and deliverables.
- Understanding and knowledge of organizational structures.
- Strong desktop research skills and basic business knowledge.
- Strong computer skills including MS Office applications.

Behavioral Competencies

- Excellent communication skills; speaking, writing, listening.
- Strong organizational, analytical, detailed planning and project management skills.
- Ability to maintain professionalism and honesty while building credibility, trust, and respect with internal clients.

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- Ability to grasp concepts quickly, and think beyond traditional methods to exceed client's expectations.
- Curious by nature.
- A team orientation will be a valuable addition to a collegial, collaborative environment.
- Proactive and self-motivated. Action bias with a strong sense of urgency.
- Strong intellectual capacity, a continuous learner, highly analytical, good conceptual thinking skills.
- Detail-oriented while maintaining sight of the big picture.